

FACTS II

What's New?

This *FACTS II What's New* document provides general information for reporting in FACTS II, as well as specific information that pertains to the FACTS II Client and FACTS II Client Bulk Applications.

1st Quarter 2005

Client Online Application Accepts Bulk Files

The Client Online application has been enhanced to accept bulk files for batch processing. Effective 1st Quarter 2005 the Client Online Application will replace the Client Bulk Application as the FACTS II application for processing bulk files.

The major feature of the enhanced Client Online Bulk File process is that a user can completely process a data file, without making an update to the permanent FACTS II database. In other words a user can submit a bulk file, test for all data validation procedures, run all edits, produce and share all reports. Then the user can submit the data for posting to the database or discard the submission and start all over. Specific features of the New Client Online Bulk File process include:

- Reduced processing time for a bulk file
- User friendly, an intuitive step by step process
- Enhanced functionality
 - Submit and save capability
 - On-line data correction capability
 - FACTS II initiated corrective action capability
 - Report generation capability prior to posting data to the permanent database
 - Easy resubmit process
- Improved accuracy

Note: Please refer to the New Bulk Procedure Job Aid on this web site for details on how to access and run the new process.

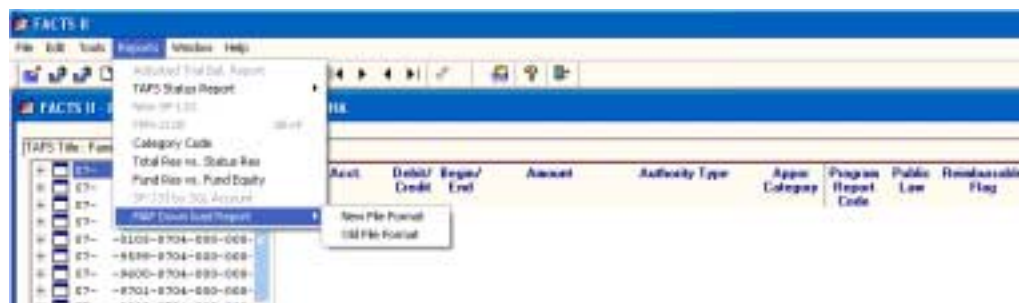
FACTS II Client Online

New Master Account File (MAF) Down Load Report Procedure

In conjunction with the enhanced batch or bulk file processing capability of the FACTS II Client Online Application, the MAF Download Report has been added to the FACTS II Client Online Application.

To access the New Master Account Download Report

1. The New Master Account Download Report is located under the “Reports” menu on the FACTS II Tool Bar. To access the report from the FACTS II Client Online Main screen, click on “Reports”, highlight MAF Download Report, and then select the Old Report Format or the New Report Format.



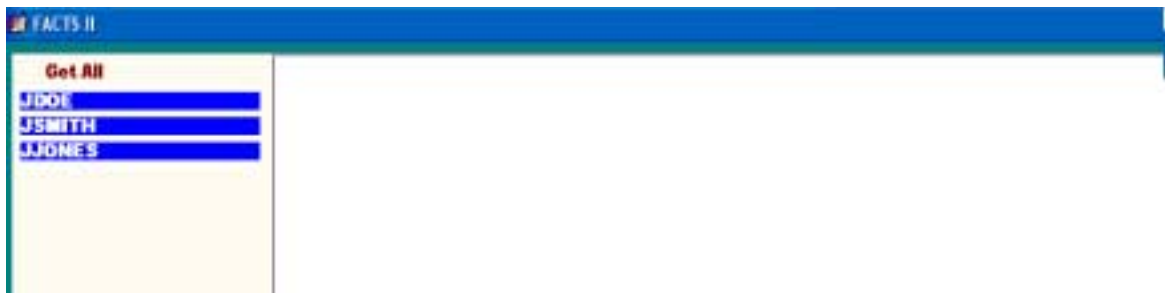
The “Old Report Format” produces the old format as presented by the retired FACTS II Client Bulk Application. Unfortunately, we found a potential error with the old format, in that the size of the amount fields for the Pre-closing Balance of the MAF download record were set too small, and could result in errant information being presented to a user. The “Old Record Format” is safe to use and only presents a problem when the dollar amounts exceed 15 digits, otherwise the correct dollar amount is reflected in the MAF record. However, we recommend you use the “New Report Format”, unless you use the old record format as an input source to an electronic data storage environment.

The “New Report Format” provides the same information as the old format. The change to the format is the resizing of the Pre-Closing Balance field. This field has been expanded to 18 digits from 15 digits, adding 3 digits to the overall length of the record. Again, **no action is required by system users** at this time as a result of this record change. The old format will be available for use during FY 2005 reporting. Beginning 1st Quarter 2006, the old record format will not be supported by FACTS II. Please refer to the updated MAF Record layout on this website for details.

2. If you select “New Report Format” from the drop-down menu the following window will appear.



3. Select specific preparers by clicking the preparer.



4. Next, click “Get File” or “Get Printable Report” to view MAF data.



u clicked “Get File”, then the following screen will appear.

FACTS II Client Bulk

Effective 1st quarter 2005, the FACTS II Client Bulk Application is officially retired and unavailable for use. The FACTS II Client Online Application is replacing the batch file processing previously performed by the FACTS II Client Bulk Application. Please refer to the FACTS II Client Online section of this document for details.